



STATE OF INDIANA

Michael R. Pence, Governor

R. Scott Waddell, Commissioner

COURT ORDER TITLE APPLICATION CHECKLIST

All court order title applications are processed by BMV Central Office Title Processing to improve the security and efficiency of these transactions. Prior to submitting each application, please verify that all required information is included. Contact (888) 692-6841 with any questions.

When submitting paperwork, include the following:

- ☐ Completed and signed Application for Certificate of Title – State Form 44049
- ☐ Court Order – must establish ownership, provide a description of the vehicle (year, make, VIN), direct the BMV to issue title to the owner, and contain the signature of the judge and court seal or stamp. The order must be error free. Erasures or altered orders will not be accepted.
- ☐ Physical Inspection of a Vehicle or Watercraft – State Form 39530 completed by law enforcement. If the VIN/HIN on the inspection does not match the VIN/HIN on the court order, a corrected court order will be required before the transaction can be processed.
- ☐ Odometer Disclosure Statement – State Form 43230. Completed by the court appointed owner. (All trailers and motor vehicles over 16,000 lbs exempt.)
- ☐ Proof of Indiana Residency. Examples include an Indiana driver's license or ID card, utility bill dated within the past sixty (60) days, USPS change of address confirmation, or W-2. Visit mybm.com for a complete list of acceptable documents.
- ☐ \$15 title application fee. Fees are payable by credit card (MasterCard or Visa), check, electronic check, or money order. A \$21.00 delinquent fee will be assessed on packets received 31 days after the file stamp date on the Court Order.
- ☐ Sales tax payment required if vehicle is also transferring ownership. Sales tax is 7% of the dollar amount listed on the order, or attach a bill of sale or purchase agreement. If no information is available to determine the purchase price, and bill of sale is not attached, sales tax payment will be based on the NADA fair market value of the vehicle.

If the Bureau of Motor Vehicles determines that sufficient credible evidence exists to substantiate the applicant's claim of ownership, a title will be issued. For your convenience, the required forms are included with this checklist. The forms are also available at **myBMV.com**. Mail the completed packet to:

**Central Office Title Processing
100 North Senate Avenue, Room N411
Indianapolis, IN 46204**

Note: Include this checklist on the top of your application with contact information provided below. If all required documents are not submitted or information is incomplete the entire application will be returned.

Print Name _____

Phone Number _____ Email (optional) _____

APPLICATION FOR CERTIFICATE OF TITLE • STATE OF INDIANA • BUREAU OF MOTOR VEHICLES

State Form 44049 (R4 / 3-02)

Approved by State Board of Accounts 2002

TO BE COMPLETED BY A POLICE OFFICER, BMV OFFICIAL OR BMV CERTIFIED DEALER SIGNED FOR OUT OF STATE TITLES. I HEREBY CERTIFY THAT I PERSONALLY EXAMINED THE FOLLOWING VEHICLE AND FIND THE IDENTIFICATION NUMBER TO BE AS FOLLOWS.

I/WE THE UNDERSIGNED SWEAR OR AFFIRM THAT THE INFORMATION ENTERED ON THIS FORM IS CORRECT. I/WE UNDERSTAND THAT MAKING A FALSE STATEMENT ON THIS FORM MAY CONSTITUTE THE CRIME OF PERJURY. FUTHERMORE, I/WE AGREE TO INDEMNIFY AND HOLD HARMLESS THE INDIANA BMV FROM ANY LIABILITY ARISING FROM THIS TRANSACTION.

VEHICLE IDENTIFICATION NUMBER

YR. MAKE MODEL TYPE DATE

INSPECTOR'S PRINTED NAME & TITLE CITY

INSPECTOR'S SIGNATURE BADGE, BRANCH OR DEALER PLATE NO.

X _____

X _____

DATE: _____

The law requires that you apply for Certificate of Title within thirty-one days from the date of purchase of a motor vehicle. There is a **delinquent fee** for failure to do so. Attach Certificate of Title assigned by seller. On endorsed Titles, liens must be released. Supporting documents surrendered with this application cannot be returned to the applicant. ***In accordance with Federal Code 383.**

| | | | | | | | |
|---|--|-----------------------|-----------------------------|---------------------|----------------|------------|----------------------------------|
| 1. | TITLE NUMBER | BRANCH NO. | INVOICE NO. | BMV USE ONLY | | | |
| 2. | *SOC. SEC./FEDERAL I.D.NO. | APPLICANT'S NAME | | | | | BMV USE ONLY |
| 3. | STREET ADDRESS | | CITY | | STATE | ZIP CODE | |
| 4. | VEHICLE I.D. NUMBER | VEH. YEAR | VEH. MAKE | VEH. MODEL NO. | VEH TYPE | ODOMETER | |
| 5. | FORMER TITLE NUMBER | PURCHASE DATE | LIEN | SPEED | PICK UP | MAIL | DEALER NO. BMV USE ONLY |
| 6. | FIRST LIEN'S NAME OR SPECIAL MAILING ADDRESS | | | | STREET ADDRESS | | |
| 7. | CITY | STATE | ZIP CODE | | BMV USE ONLY | | |
| 8. | SECOND LIEN'S NAME | | | | STREET ADDRESS | | |
| 9. | CITY | STATE | ZIP CODE | LICENSE NUMBER | LICENSE YEAR | FORMS USED | BMV USE ONLY |
| GROSS RETAIL & USE TAX AFFIDAVIT - I/WE HEREBY CERTIFY THAT SALES OR USE TAX ON THIS VEHICLE WAS PAID AS INDICATED BELOW. | | | | | | | |
| 10. | SELLING PRICE \$ | LESS TRADE-IN * \$ | AMOUNT SUBJECT TO TAX \$ | AMOUNT OF TAX \$ | DEALER | BRANCH | EXEMPT IF EXEMPT PLACE PARA.# |

*Your Social Security number / Federal I.D. number is being requested by this agency under IC 4-1-8-1. Disclosure is mandatory and this document cannot be processed without it.

APPLICANT RESPONSIBLE FOR ACCURACY OF INFORMATION

APPLICATION FOR CERTIFICATE OF TITLE • STATE OF INDIANA • BUREAU OF MOTOR VEHICLES

BUREAU - TO BE MAILED WITH TITLE REPORT



PHYSICAL INSPECTION OF A VEHICLE OR WATERCRAFT

State Form 39530 (R5 / 12-11)

Approved by State Board of Accounts, 2011

INDIANA BUREAU OF MOTOR VEHICLES

- INSTRUCTIONS:**
1. Approved inspector must complete information in blue or black ink or print form.
 2. The vehicle identification number (VIN) or hull identification number (HIN) must be inspected to verify the existence and condition of the number. An ownership document is not required to be submitted for inspection.
 3. Inspections may be performed by an employee of a dealer designated by the Indiana Secretary of State, a military policeman assigned to a military post in Indiana, a police officer, or a designated employee of a BMV full or partial service license branch.
 4. Police officers completing this form may not charge a fee of more than \$5.00 for vehicles. No fee may be collected for watercraft inspections. Authorized Indiana dealers and BMV full or partial service license branches may not assess a fee.
 5. Dealers may not perform watercraft inspections.

OWNER INFORMATION

Name (last, first, middle initial or company name)

Address (number and street)

City

State

ZIP Code

VEHICLE OR WATERCRAFT INFORMATION

Identification Number

☐ **NONE** (select if no identification number found)

| | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

| Year | Make | Model | Type | Plate Number / State | Watercraft Registration Number, if applicable |
|------|------|-------|------|----------------------|---|
|------|------|-------|------|----------------------|---|

For assembled vehicles or watercraft include serial numbers for major component parts if present:

| | |
|----------------|----------------|
| Engine / Motor | Transmission |
| Body Chassis | Front Assembly |
| Rear Clip | Frame |

Other (specify):

*IDACS / NCIC Check (required if form is completed by a police officer)

| | |
|-----------------------------------|----------|
| Date Check Performed (mm/dd/yyyy) | Comments |
|-----------------------------------|----------|

I swear or affirm that the information I have entered on this form is correct. I understand making a false statement may constitute the crime of perjury.

| | | | |
|--------------------------------|---|-------|-------------------|
| Signature of Inspector | Printed Name | Title | Date (mm/dd/yyyy) |
| Badge / Branch / Dealer Number | Police Department / Branch / Dealership | City | ZIP Code |
| Telephone Number () | Email Address | | |



ODOMETER DISCLOSURE STATEMENT

State Form 43230 (R / 2-97)

STATE OF INDIANA

BUREAU OF MOTOR VEHICLES

We, the undersigned, swear of affirm that the information entered on this form is correct. We understand that a false statement may constitute the crime of perjury.

Federal and State law requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines, imprisonment, or both.

I, _____ residing at _____

PRINTED NAME OF SELLER(S)

_____ certify to the best of my knowledge

ADDRESS OF SELLER

that the odometer reading is the actual mileage of the vehicle described below unless one of the following statements is checked:

Miles (no tenths)

☐ 1. I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.

☐ 2. I hereby certify that the odometer reading is **NOT** the actual mileage.

WARNING - ODOMETER DISCREPANCY.

Vehicle make

Vehicle year

Vehicle identification number (VIN)

I will not hold the Commissioner of the Bureau of Motor Vehicles, employees of the Bureau of Motor Vehicles, License Branches or their employees in the State of Indiana responsible for any discrepancy shown on the odometer reading.

Signature of seller(s)

Date

PURCHASER'S INFORMATION

I am aware of the above odometer certification made by the seller(s).

Name of purchaser(s)

Signature of purchaser(s)

Address of purchaser

